

PASCOAG UTILITY DISTRICT
BOARD OF UTILITY COMMISSIONERS

Human Resources Subcommittee–June 11, 2010

A meeting of the Pascoag Utility District Board of Utility Commissioners Human Resource Subcommittee was held on Friday, June 11, 2010 in the District office, 253 Pascoag Main Street, Pascoag, RI.

Members Present: Albert Palmisciano, Ann Polacek and Thomas Partridge

Members Absent:

Mr. Palmisciano called the meeting to order at 10:10 AM.

1. Discussion of General Manager and Utility Director Positions.

Mr. Palmisciano wanted to begin by calling in Ms. Allaire and Mr. Guertin and ask them some questions if it was alright with the other committee members. The other committee members agreed.

Ms. Allaire was brought in first. Mr. Palmisciano began with his

questions.

Mr. Pamisciano: We had talked about the budget and the fuel filing and how you're going to be really busy when Mr. Garille retires October 1st, do you have any plans if you are the General Managers what you would do to accomplish all this? Working extra hours? Working nights and weekends?

Ms. Allaire: Well that's the only way it would get done. There's really not enough time to do any training prior to that. What I do from October to December is done once a year so there's really no way to train anyone on that until it comes up. It would definitely be training while training with a lot of time required from me. It's not an easy position to do and I would never expect someone to just be able to pick it up.

Mr. Palmisciano: Can you prepare the budget earlier?

Ms. Allaire: I typically start the budget in August. I begin gathering all of the data. I know what the insurances have been for the prior year and start contacting Mr. Borah's office for what they're anticipating insurance increases to be for the next year. I ask each department head to give me what they think will be coming up in the next year so August and September are pretty much budgets. October-December is pretty much spent working on the fuel filing with the Public Utilities Commission. So that's pretty much how I break up with that part of the year.

Mr. Palmisciano: But you feel comfortable that you could handle it?

Ms. Allaire: I feel comfortable that I could do it, however I'm not sure that I would meet your expectations of what you're expecting in the

first 90 days of that position because it does require a lot of time and I don't want to disappoint you in the first three months that I'm on the job but I truly don't know how I could do both even putting in 60 hours a week.

Mr. Palmisciano: So you made need outside help, is that what you're saying?

Ms. Allaire: I don't know that I need outside help and I don't want to say that I need you to lower your expectations of me in the first few months but I probably wouldn't be able to do everything that would be expected of a General Manager in the first few months.

Mr. Palmisciano: So if the Board had to help out a little more...

Ms. Polacek: You would just like us to take that into consideration.

Ms. Allaire: So if there's traveling, if there's meetings, those types of things I could certainly fit some of those things into my schedule but when I say that I typically work 85 % of my time on fuel filing for that time of the year it's not an exaggeration.

Ms. Polacek: You do that anyway, right?

Ms. Allaire: Yes, I do that anyway but that's pretty much the bulk of what I do in those three months.

Ms. Polacek: So if something came up, you'd expect Mr. Palmisciano to go or somebody else to go from the office.

Ms. Allaire: Yes, right or I would do it and come in and try to make up some of that time that I lost.

Mr. Palmisciano: What do you see as far as changes in the future of the Utility District?

Ms. Allaire: I see a lot on the horizon. I see changes that we haven't

really looked at as a whole before. We've looked at software and trucks and we've always put those in our capital budgets but I see a lot of things happening and I see them happening on a Federal level and I see them filtering down and impacting us, maybe not in the same way they'll impact the bigger utilities but the NERC standards and the NPC requirements are only growing they're not lessening. We've been told now that even though we haven't identified and we don't have critical cyber assets, we'll still be pulled in to do annual reporting requirements and we'll be categorized as a low risk company so I see all of those things on the horizon-increasing not lessening.

I do reports for FERC every month and based on what FERC is asking and I'm not saying this is going to happen next year or the following year but I think you're going to see mandates going toward smart metering and demand response. I have to fill out reports for FERC every year on those items. Everything I've been reading is telling me that that's going to happen. So I think we need to develop a comprehensive technology program that will allow us to build up money to finance some of that and I don't think we're talking about \$25K-30K. I think we're taking more like \$150K-\$200K when you look at it as a package. If smart metering does go through that will be a huge financial impact. When we had looked at the grant request we were basically looking at \$1 million for the project. So if you were to figure the cost of the system and that included technology to support that but if you were to look at the metering I think that would be another direction that we need to start looking at. We already have in

our 5 year capital budget from 2011 forward included two line items, smart metering and information technology reliability and what those would do-we probably wouldn't spend that every year but it would allow us to encumber that so that at the end of a given period we would have money to go forward with those projects or it would allow you the ability to tackle those projects in the earlier years and use that money to pay for the financing so we are beginning to address those issues in the five year forecast. To me that's the biggest change on the horizon is federal reliability mandates.

Mr. Palmisciano; So it's a possibility that we might have to take money encumbered from the capital improvement project for some major expenses and shift that if we don't want to have a rate increase.

Ms. Allaire: If for some reason smart metering becomes the technology for Pascoag I think a base rate increase is probably going to be required because I don't think you can under a project of that magnitude without looking at your base rate. You can certainly mitigate what those increases will be by building up the restricted fund account for those items but I don't think you could ever fully fund those items without some type of debt service because we're talking substantial dollars. So those really are the biggest items. I see every year we're really good at updating our equipment, we've always done poles and transformers, we've kept our distribution infrastructure updated, we've always invested money in that but I think on the information technology side we're going to see some change.

Ms. Polacek; Would there be grant money available?

Ms. Allaire: We could look at grant money. What we've been told when checking with ARRA funds, they're doing another distribution of funds this month or next month but they expect that pool of money to be gone. They're telling us to check back with them periodically because some of the projects that are approved may fall through. Grants are always our first path to take, in some instances I don't think grant money is going to be available.

Mr. Palmisciano: Other questions?

Mr. Partridge: Do we have to get permission from the Public Utilities Commission to increase funds for these projects?

Ms. Allaire: Right now we're funding it to the mandated level which is \$376,000 per year. I think if we went in to request that that particular fund be increased we would probably do it when we addressed base rates because when they set that level they looked at our capital budgets and debt service and they felt that if we funded it to that level we would be able to meet all of our existing requirements. On the purchase power side we did request that be increased and they approved our request and we funded that an additional \$200K. That one I think is a little more flexible. You could certainly approach that with Division and see what their feelings are. I know that their feeling was when that was funded, the rates were sufficient enough to fund it to that level so I think if we took it up to another level they would want to know how it was going to be funded.

Mr. Partridge: Well, that was my question if we're planning for the future, if we're going to look at IT because we've done everything with the infrastructure that's possible at this time-everything could change

in the morning and we all know that-but how do we, do we ask PUC for a separate account in the future?

Ms. Allaire: Well what I've done in the five year capital is built in those two items that I talked about each year and still managed to stay within the \$376,000 level so even funding those two new items we have not increased the \$376,000.

Mr. Partridge: What do you see is your plan for the District?

Ms. Allaire: Well, I think that as we go forward and speaking first on the electric side, I think that the infrastructure in the electric department has been maintained, updated and improved. I think our distribution lines are in good shape, that being said, an incident like what happened Thursday or a severe storm that comes through that brought up the need to make sure we have a storm fund so that we could address some of the needs like we needed to buy a transformer that we borrowed from Holden. To replace a transformer it costs us \$25,000, that's not in our budget for this year.

Mr. Palmisciano: I thought we have a storm fund?

Ms. Allaire: We have a storm fund and it's sitting in an unrestricted account that we don't use but in the event that a major storm came through, what we have in that storm fund is not going to be sufficient. So those are things we need to look at, like the storm fund. I know no one can adequately fund an emergency, and you have protection, risk management in place and insurances but I think those are the things we need to look at.

I think going forward the electric department is going to need to be responsive to customers looking for sustainable technology so I

think we need to continue to address that to our customers not only in our power portfolio but by what we make available to them.

I see a continuation of our relationship with Energy New England. Energy New England has been nothing but helpful to us. They've found Miller Hydro, they're looking at the wind plant. That's a relationship that I would like to continue as the years go on.

Obviously looking what's out there for power. Continuing to look for power that is clean because we need to keep in mind that going forward that carbon is going to be a huge penalty to distribution companies. So we want to, on a going forward basis, limit what we are getting on carbon based fuel and increase our portfolio on the sustainable energy side. We have Seabrook that's still here. I think we need to be active on federal and state legislation going forward. We need to maintain our relationships that we built with the PUC and continue to work with them.

We need to continue our work on our 5 year plans.

On the water side, I think we need to see what happens with the litigation but I think we need to start addressing some infrastructure issues once we get the meters in. I think at some point, in the future we're going to have to seriously look at the water rates as they stand today, if there is money from the litigation to put in to mitigate that. I think that looking at the last few financial years with the water department showing a loss is a concern that needs to be addressed. So those are the things that I see coming forward in the next few years.

Mr. Partridge: Do you plan to bring in most of the duties that you are

doing now into the General Manager's position?

Ms. Allaire: If I were to continue to bring my duties forward, the duties that you've seen Ted doing would be greatly reduced. So I guess I would in my response, ask you if you see the General Manager's duties changing? Because if you expect to maintain what's happened over the last few years and expect a General Manager to be more active politically then I really don't think I could continue doing what I do currently and do that. I think I should let you know that up front.

Mr. Palmisciano: That's actually understandable.

Mr. Partridge: But the contacts that have been forged over the years as Judy said are necessary to maintain.

Mr. Palmiciano: Maintaining I don't think would be a problem.

Ms. Polacek: Well I think you could do that. How do you feel about that?

Ms. Allaire: I'm confident that I could do that, absolutely. I felt that going to DC was wonderful. I had the opportunity to go to DC twice. And then last Saturday we were with Senator Whitehouse at URI and I think those relationships will only continue to grow. It think that with all the pending legislation, energy legislation, the climate legislation that if we don't keep our federal regulators informed of what our positions are and what are concerns are we'll just lose whatever edge we've managed and when I say we-I mean Public Power, not just Pascoag.

Mr. Palmisciano: I think it's probably important to note in reference to succession planning that you've been there with Ted so that people see you and know your potential.

Ms. Allaire: On the state side, legislatively I've gone to some of the hearings, obviously Ted has attended most of them but I have been to several at the state house. And of course I've worked with Joan who does lobbying so I'm comfortable with that.

Ms. Polacek: Good and she's been really good about keeping us informed.

Ms. Allaire: And that's another thing that the GM position requires, just a lot of reading and following up on issues. My conversation with Paul Roberti at the cookout was -What was Pascoag's take on the whole wind project? What was going on with 24 cent energy and how we felt about that? So they expect that you know about other utilities, they want and expect your input. They expect that we as a utility keep abreast of the issues so I think that it's important that all those utility association are read so we know what's going on.

Mr. Palmisciano: So basically you don't have any problem on weekends, checking your emails?

Ms. Allaire: No, not at all, that's just a way of life. Coming in on vacation or coming in at night has never been an issue, that's what we do.

Mr. Palmisciano: Matter of fact, the night of that storm I had to leave because the phone kept ringing and ringing and I couldn't talk to anybody because you were all so busy. I wanted to say something at the Board level about that because you guys called all the customers who were out back and that was really excellent.

Ms. Allaire: Well that's a function of the emergency management plan that we have and that's what we were talking about that night. We

have it in place and every year I update that, each year we have training. As a matter of fact after the two storms we had last week, we had a staff meeting to say what we did right, what we did wrong, what we need to change so it's a living document. Our plan changes constantly, it doesn't just sit on somebody's desk.

Mr. Palmisciano: Any other questions? Anything else you'd like to say.

Ms. Polacek: Just as an aside, how was URI Saturday?

Ms. Allaire: It was excellent, Senator Whitehouse was there and Curt Spaulding from EPA and there were a lot of vendors there. We went to the not for profit track and they had a panel discussion. We got to meet a lot of people and talk to them. It was well worth attending.

Mr. Palmisciano: Ok, thank you.

Ms. Allaire: Thank you

Ms. Allaire brought Mr. Guertin in.

Mr. Palmisciano: Are you ready?

Mr. Guertin: Ready.

Mr. Palmisciano: I guess as the first thing, we've discussed your title change as Utility Director instead of General Manager, are you still agreeable with that?

Mr. Guertin: Yes, that's fine if that's the way the Board wants to go with it.

Mr. Partridge: Excuse me, I thought we were interviewing him for the General Manager's position.

Mr. Palmisciano: No, I had discussed this with you on the phone that he was willing to change his position, it says it right here on the

agenda.

Mr. Partridge: I understand that but we can only discuss one position at a time.

Mr. Palmisciano: Yes but we're done with that. Do you want to adjourn the meeting and then do something different?

Mr. Partridge: No, do it your way.

Mr. Palmisciano: But it says right on here...

Mr. Partridge: I understand that.

Mr. Palmisciano: And I had a discussion with you on the telephone that he was willing to change his name. He's not interested in being the General Manager, is that correct or do you want to interview for the General Manager's position?

Mr. Guertin; Whatever way the Board wants to go, I only have a question in regards to the job description that was laid out for the General Managers. Are there going to be new job descriptions for the new positions now?

Mr. Palmisciano: Yes, there would probably have to be and I was going to ask you what you thought the differences would be, between General Manager and Utility Director?

Mr. Guertin: Alright, because these are the responsibilities of the General Manager of Operations. Ok.

Mr. Palmisciano: And how do you see that being different?

Mr. Guertin: Well the roles and all of this stuff had Judy and I sharing the responsibilities equally so I didn't know what the Board's pleasure was as far as a new title was going to go? Is this just a title change with the same responsibilities or I didn't know what the

Board's pleasure or how they want this new position or whatever broken out?

Mr. Palmisciano: Anybody got any opinions?

Mr. Guertin: Basically what's my authority or my decision making in this new position or what's my responsibility? I have no clue; I'm kind of out in left field on this.

Mr. Palmisciano: I guess I had figured that the General Manager would be the General Manager and the Utility Director would be basically next with some changes in job descriptions to accommodate that. As far as decision making I know that there's been some bottle necks if you will, with the General Manager and signatures and stuff with timelines and because it was only his signature required so we would need someone to do that in her absence or if something happened to whoever the General Manager is. So I think that should be added.

Mr. Guertin: So am I a direct report to her on a daily basis? She's going to be apparently in charge of all three divisions ultimately. I'm kind of like, without a proper job description I don't know. Am I going under this one here, because I knew we were going to share equally or I was in charge of my two divisions under this job description and she was in charge of the one, we were going to equally share all the burdens of the District under the current scenario prior to this. I was comfortable with that one but with the new title change, if I'm a direct report to her I didn't know where my boundaries were under that one. That's only my question.

Mr. Palmisciano: The job description would have to be adjusted. I did

talk to Ted a little bit about that if we have to change your title we would go back and make whatever necessary adjustments.

Mr. Guertin: Ok

Mr. Palmisciano: Anybody got any questions or anything? Alright so I guess the important thing is, which you answered was it depends upon the Board's desire I guess.

Mr. Guertin: Whatever the Board wants me to do, like I told you the other day I'll follow whichever direction the Board wants me to go. If they want me to go into the Utility Director's position, I'm easy to work with in either one.

Mr. Palmisciano: Would you want to compete with Judy or another candidate to be General Manager?

Mr. Guertin: No, I'm not going to compete with Judy in a head to head position.

Mr. Palmisciano: So the two positions that you would be interested in would be the co-general managers or Utility Director?

Mr. Guertin: Yes, I'm amenable to that or I'll take the Utility Director.

Mr. Palmisciano: Ok, do you have any questions?

Ms. Polacek: Only what would you like to see in the job description?

Mr. Guertin: Well I would need a clarification if we go that route, if the Board chooses that I would need a clear guideline, apparently if Judy is going to be the ultimate boss, apparently I'm going to be a direct report to her so she's going to be in charge of all three divisions, apparently I'll be in charge of the electric/water like I am now I'll report to her on the status of those two divisions and stuff like that. In her absence, does the Board want me to make a decision on

electric/water? Whatever her replacement does apparently they'll make a decision in her absence on that department but I just need a guideline on what they want me to do on this one. This one was set up for the prior which is no problem but if we go the other way I can't not follow this one, it's kind of confusing. It's going to kind of mess me up because her and I are going to be conflicting and it's not going to be fair to her because this is like her and I meshing if we go with Utility Director, she's not going to like it because it's not going to be fair to her because that's going to give me equal authority and if she's General Manager she should have overall authority. That's what I think the Board's going to ultimately want in my opinion.

Mr. Palmisciano: Alright, very good. I guess that's it. Does anyone else have any questions?

Ms. Polacek: Thank you Bill.

2. Action Item: Recommendation of General Manager and Utility Director to full Board

Mr. Palmisciano: So what's the pleasure? Are we ready to make a recommendation for General Manager or not? Are we ready to change the title from two General Managers to a General Manager and a Utility Director?

Ms. Polacek: Well we don't have to really change it because we haven't really made two General Managers. I'll make a motion, I recommend that Judy be our recommendation for General Manager to the Board.

Mr. Palmisciano: Is there a second?

Mr. Partridge: How about we discuss?

Mr. Partridge: The Utility Director position, we don't have that in our household right now, we're going to create that later?

Mr. Palmisciano: Yes

Ms. Polacek: No, we do have that really-it's just a different name.

Mr. Palmisciano: Well from what Mr. Guertin says it's pretty much the same position he has now with perhaps a few changes in this job description.

Ms. Polacek: What he was showing us was what it was going to be like if there were two General Managers, if we did that but right now he's working as head of the utility department-water and electric and that is what he'll be doing under Utility Director for this job really.

Mr. Palmisciano: I think what needs to be addressed is the ability in Judy's absence that he has the authority to sign whatever necessary documents the General Manager has to sign.

Ms. Polacek: Yes

Mr. Palmisciano: I know we've had problems with that in the past. It's got to be cross communication. He would have to have some degree of knowledge on the administrative side as well.

Ms. Polacek: Well I think he has to be kept apprised of what's going on just because of that or if she's not here and Desarae's going to be well aware of what's going on so she can be the one to keep him informed. That could be one of the things in Desarae's job description, to keep Bill informed of the current things that are going on in the office.

Ms. Downs: Could I make a comment? I think that Bill has always

been informed of everything even if it is things that are going on in the office. Judy's really good about sending him emails and keeping him up to date with what's going on. We also have lots of staff meetings to keep everyone up to date so that would never be a problem.

Mr. Partridge: So in essence we're not changing him.

Mr. Palmisciano: To a minor degree, yes we are I think.

Mr. Partridge: But you're only going change his job description, you're not changing his title.

Mr. Palmisciano: Well he's not Utility Director now, he's Assistant General Manager.

Mr. Partridge: So we don't need to hire him as a Utility Director.

Mr. Palmisciano: Well...

Mr. Partridge: Al negotiated with him to change the title so our only concern is the General Manager's position.

Mr. Palmisciano: What I thought was yes, recommendation to the full Board for General Manager and then recommendation to the full Board for Utility Director with..

Mr. Partridge: But we don't have that position.

Mr. Palmisciano: Well that's why we're here is we're going to...

Mr. Partridge: Create it?

Mr. Palmisciano; Yes, we're basically creating...

Mr. Partridge: So what are we going to create to replace Judy?

Mr. Palmisciano; Well that's basically going to be her responsibility to have somebody come up to replace, not as necessarily an Assistant General Manager...

Mr. Partridge: Now if Judy takes the General Manager's position does she go into the same pay scale that Ted's in?

Mr. Palmisciano: No

Mr. Partridge: You can't do that.

Ms. Polacek: Not yet.

Mr. Palmisciano: You mean you want to give her the same amount that Ted's making now?

Mr. Partridge: No just a progressive pay raise.

Mr. Palmisciano: I don't understand

Ms. Polacek: Well yes

Mr. Partridge; In other words are you moving her into the General Manager's position under that pay scale?

Mr. Palmisciano: So into a General Manager's payscale, from the utilities around New England...

Mr. Partridge; Whatever Ted's getting now. For instance and I'm just using numbers, if Judy's making \$80,000 and he's making \$100,000 will she move into the lowest level, let's say \$89,000 and then get pay raises until she gets to that \$100,000?

Mr. Palmisciano: She would be definitely moved financially but whether she would ever get up to the highest level I don't know or beyond it.

Mr. Partridge: Under the fair labor act you have a man in a position that let's say your paying a total of \$100,000 over progressive years-then you're going to hire a woman and not pay her the same money?

Mr. Palmisciano: We're getting way off base here.

Mr. Partridge: No I'm trying to keep myself covered.

Mr. Palmisciano: I don't see why we have to discuss this now but let's say that the capabilities of the current General Manager far exceed the capabilities of whoever replaces him.

Mr. Partridge: And his payscale, let's say goes from \$92,000-\$100,000. Ok and she goes from let's say from \$60,000-\$85,000 but she would go up to \$92,000 with the possibility of making \$100,000 over a progressive amount of years.

Ms. Polacek: How many years did it take him to get up to that amount?

Mr. Palmisciano: 13 years and he started out at \$55,000 but that was back in whenever.

Mr. Partridge; I'm just trying to protect the District. You can't change the pay scale while you're interviewing her and you can't pay her less money then you pay him. I'm just trying to protect the District here.

Mr. Palmisciano: I will talk to Mr. Bernstein.

Ms. Polacek: But over a period of 14 years we won't I'm sure.

Mr. Partridge: But you still have to have that job and where that pay scale starts and where it ends. And that's why..

Ms. Polacek: Well we're not going to demote her to \$55,000

Mr. Partridge: No, we're not but where it is not there has to be a pay scale in there. But you can't change it and say we're going to give a little bit to Bill and hire a new employee. The reality of it is that you have to pay her the same money.

Mr. Palmisciano: But you keep using the phrase-"Same money."

Mr. Partridge: You would have to at least start her off at the minimal

level and then...

Mr. Palmisciano: I can understand that and that's been the objective. If I didn't use the same phrase that you're using then so be it, I'm guilty. The thing is that for you to make a statement that we have to give her the same pay as the General Manager has now...

Mr. Partridge: Same pay scale

Mr. Palmisciano: Ok I agree with scale but it has to start at \$92,000 but to say that it has to get to \$117,000 I disagree with and I'll get a legal opinion on that. If Ted was given raises based on the fact that we didn't have to use outside consultant services and which it was because he acted in that capacity and now that ability may be gone or may not be as great as what it once was why do you have to pay that replacement person that same amount of money?

Mr. Partridge: Because that's what the General Manager position pays and there's nothing in his position that says... I'm just trying to protect us.

Mr. Palmisciano: Yes, I understand and let's get beyond today and we'll get an opinion from Mr. Bernstein and Mr. Kastle. Ok so the motion that was made by Ms. Polacek was to recommend Ms. Allaire to the full Board with a six month probationary period, I seconded that. The vote in favor was unanimous. And what about the Utility Director, what is the Board's opinion on that?

Ms. Polacek: Discussion, I'm confused as to why we can't still call him Assistant General Manager?

Mr. Palmisciano: We could, there were three options he suggested Utility Director. You could call him Assistant General Manager or

Associate General Manager.

Ms. Polacek:Is it just so that it looks like he's getting a different title and he is going to get a little raise?

Mr. Palmisciano:It was my opinion that the job description or the job duties were going to increase because he was going to be somewhat more responsible in the administrative area.

Ms. Polacek: Ok so right now he's associate or assistant?

Mr. Palmisciano: Assistant

Ms. Polacek: Which is higher? Associate or Assistant?

Mr. Palmisciano: I think when I talked to Ted about it, he said that Associate would be a promotion.

Ms. Polacek: Alright, than let's do that and make him an Associate General Manager and make him in charge of utilities. Can we do that?

Mr. Palmisciano: I don't know.

Mr. Partridge: In my opinion there's nothing wrong with that but you are better off having Judy do that in her position and having her say this is what I have decided to do and this is my change for the District.

Ms. Polacek:Ok

Mr. Partridge: Because if you do this then Judy is the one who sets up her chain of command in her own house.

Mr. Palmisciano: So you're saying then that we shouldn't address Associate General Manager or Assistant General Manager at all.

Mr. Partridge: In my opinion not at this time. First of all we don't have those positions so we have to create them which would eliminate the problem that Bill came in with. In other words I would have Judy

create those positions for whoever she's going to create to replace her and then bring them to the Board.

Mr. Palmisciano: Ok so what we should do then is get this General Manager position resolved and then have another meeting to create a position of Associate General Manager...

Mr. Partridge: Or whatever positions that we need that Judy feels she needs.

Mr. Palmisciano: So we have a motion that has passed to recommend Judy as the General Manager and no action was taken regarding the Associate General Manager.

Mr. Partridge: There is a probationary period correct?

Mr. Palmisciano: Yes, there is supposed to be a probationary period for six months.

3. Adjournment

Ms. Partridge made a motion to adjourn, which was seconded by Ms. Polacek. The vote in favor was unanimous. Chairman Palmisciano adjourned the meeting at 10:58 am.

Brian Choiniere, Secretary
Board of Utility Commissioners

Desarae Downs, Recording Secretary